

# Quotation Request //

## US Government Printing Office

Atlanta Regional Printing Procurement Office  
1888 Emery St., Suite 110  
Atlanta GA 30318-2566

**JACKET:523-802**

### Quotations are Due By:

(Eastern Time) 11:00 AM on 01/05/2009

Submit Fax Quotes to: (404) 605-9185

**Contractors must provide mandatory taxpayer information before GPO makes payment.**

**Please see special notice on <http://contractorconnect.gpo.gov/>.**

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**TITLE:** DAMAGE CONTROL HANDBOOKS

**QUANTITY:** 40 Saddle-Stitched Pamphlets

**TRIM SIZE:** 3-1/2 x 5-1/2"

**PAGES:** 84 text pages + wrap-around cover

### **SCHEDULE:**

Furnished Material will be available for pickup by 01/07/2009

Deliver complete (to arrive at destination) by 01/23/2009

F.O.B. destination

**QUALITY LEVEL:** 3 Quality Assurance Through Attributes (GPO PUB 310.1, effective May 1979 (Rev. 8-02)) applies.

### **DESCRIPTION:**

Cover 1 prints type and rule matter in black. Covers 2, 3, 4 are blank. After printing, laminate all covers with a clear 1 to 2 mil laminate on each side. Laminate must not extend beyond the trim size.

Text prints type, rule, line art (containing screens), and halftone matter in black. (Text begins with page 2.)

Note: High resolution digital printing (computer to plate) is acceptable as long as Quality Level 3 is maintained. Direct imaging/color copying (toner) and inkjet printing are not acceptable.

**MATERIAL FURNISHED:** Contractor to receive. See below:

-One electronic file will be emailed to the contractor after award of the contract (see "ELECTRONIC MEDIA").

### **ELECTRONIC MEDIA:**

-PLATFORM: Unknown

-STORAGE MEDIA: One email file

-SOFTWARE: One MS Word\*\* file. NOTE #1: Files are set-up for 8-1/2 x 11" page size - contractor to create page layout to fit finished trim size of 3-1/2 x 5-1/2". NOTE #2: File may contain some low res images. Contractor is not to request that electronic files be converted to a different format. If contractor wishes to convert files to a different format, the final output must be of the same or higher quality and at no additional cost to the Government.

\*\*SPECIAL SOFTWARE CONSIDERATION: Office Graphics files (e.g. files from Presentation, Word Processing, or other non-publishing applications) are furnished for this procurement. Additional system work may be required to produce acceptable output as per specifications.

--If supplied by the Government, a color visual will be considered the color standard. Vendors should match the supplied color visual as closely as possible given differences between inks, toners, and dyes. If no color visual is supplied, psychological reference colors (e.g. Green Grass, Blue Sky) will be used as the color standard.

--If supplied by the Government, a black and white visual will be used as the standard for page integrity.

Contractor must ensure that the job outputs exactly as the furnished visual.

--The contractor will not receive additional compensation or time for common errors associated with the output of Office Graphics files. Common errors include, but are not limited to: 1) Color Issues and Shifts (RGB color, no spot colors, loss of black plate); 2) Page Integrity (text re-flow); 3) Missing pre-press features (e.g. bleeds, trim marks); or 4) Loss of text characters from graphic elements.

-COLOR: Identified as RGB. Contractor to convert all colors to spot color black.

-FONTS: No fonts will be furnished. Contractor is required to furnish all missing fonts. Missing fonts are as follows but not limited to: TimesNewRoman - Regular, Italic, Bold, and Bold Italic. Contractor is to ensure that text does not reflow.

-OUTPUT: High resolution output required (1200 DPI or higher).

#### ADDITIONAL INFORMATION:

- Identification markings such as register marks, commercial identification marks of any kind, etc., except form number and revision date, carried in the electronic files, must not print on the finished product.

-Prior to image processing, the contractor shall perform a basic check (preflight) of the furnished media and publishing files to assure correct output of the required reproduction image. Any errors, media damage or data corruption that might interfere with proper file image processing must be reported to your contract administrator.

- The contractor shall create/alter any necessary trapping, set proper screen angles and screen frequency, and define file output selection for the imaging device being utilized. Furnished files must be imaged as necessary to meet the assigned quality level.

- When PostScript Files are not furnished - prior to making revisions, the contractor shall copy the furnished files and make all changes to the copy.

-Upon completion of this order, the contractor must furnish final production native application files (digital deliverable) with the furnished media. The digital deliverables must be an exact representation of the final product and shall be returned on the same type of storage media as was originally furnished. The Government will not accept, as digital deliverables, PostScript files, Adobe Acrobat Portable Document Format (PDF) files, or any proprietary file formats other than those supplied, unless specified by the Government.

**PAPER:** \* Must be in accordance with JCP Paper Specification Standards in effect on date of this order

Cover: JCP Code\* L20, Red, Vellum-Finish Cover, Basis Size 20 X 26" Basis Weight 65#

Text: JCP Code\* O90, White, Printable Plastic Film (Synthetic Paper)\*\*, Basis Size 25 X 38" Basis Weight 5-7 mil

\*\*Equal to white extruded high-density polyolefin (polypropylene) text stock equal to Yupo or Teslin only.

NOTE: Polyart stock is NOT acceptable.

#### **COLOR OF INK:**

Black

**PRINT PAGE:** Head to Head

#### **MARGINS:**

Follow file output\* - adequate gripper. \*NOTE: Files are set-up for 8-1/2 x 11" page size - contractor to reduce to fit finished trim size of 3-1/2 x 5-1/2".

#### **PROOFS:**

Contractor is responsible for all costs incurred in the delivery and pickup of proofs. Contractor must return all furnished materials with proofs. Contractor furnished proof approval letters will not be recognized for proof approval/disapproval. Only GPO generated proof letters will be recognized for proof approval/disapproval.

Deliver the following proofs to the department on or before January 13, 2009:

(\*) **CONTENT PROOF:** One complete digital color CONTENT proof created using the same Raster Image Processor (RIP) that will be used to produce the final printed product. Proof shall be collated with all elements in proper position (not pasted up), imaged face and back, trimmed, folded, and bound to the finished size/format of the final product.

Proofs will be withheld not more than 2 workday(s) from receipt by the Government to receipt in contractor's plant. Contractor must not print prior to receipt of an "OK to print".

**IT IS UNDERSTOOD THAT ALL PROOFS SUPPLIED UNDER THIS CONTRACT WILL MATCH THE FINAL OUTPUT.**

**NOTE:** Films are not required. If, at the contractor's option, films are used, the Government will not pay for new films due to Author's Alterations. The Government will pay for making digital corrections - not for new films. At the completion of the order, the contractor must provide the Government with storage media (same type of storage media as was originally furnished) containing corrected files in the same format as the original Government furnished material.

**BINDING:**

Saddle-stitch in 2 places on the 5-1/2" side. Trim 3 sides.

Paper covers: Wrap-around text, stitch on, and trim flush. Grain must run parallel to spine. Score on fold to prevent cracking.

**PACKING:**

Pack suitable per shipping container.

**NOTE:** All shipping cartons require a carton label. Noncompliance with the labeling and marking specifications on this order may be cause for the Government to reject the shipment at destination and return it to the contractor at his/her expense. The Government may, at its option, relabel and/or remark in accordance with the specifications and charge all costs to the contractor. There will be a minimum charge of \$50.00 per order (per Jacket) for all labeling and marking corrections that are made by the Government due to the contractor's failure to label/mark all cartons per specifications and Contract Terms.

**DISTRIBUTION:**

Deliver proofs to: Coast Guard Cutter Maria Bray, Attn: Chris Bynum, 904-564-7613, 4200 Ocean Street, Atlantic Beach FL 32233.

Deliver all copies to: Coast Guard Cutter Maria Bray, Attn: Commanding Officer, 904-564-7613, 4200 Ocean Street, Atlantic Beach FL 32233.

**QUALITY ASSURANCE LEVELS AND STANDARDS:** The following levels and standards shall apply to these specifications:

Inspection Levels (from ANSI/ASQC Z1.4):

- (a) Non-destructive Tests -- General Inspection Level I.
- (b) Destructive Tests -- Special Inspection Level S-2.

**Specified Standards--** The specified standards for the attributes requiring them shall be:

ATTRIBUTE	SPECIFIED STANDARD	ALTERNATE STANDARD*
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\*In the event that the Specified Standard is waived, the Alternate Standard will serve as its replacement.

DISPUTES CLAUSE: GPO Publication 310.2, GPO Contract Terms, Contract Clause 5. Disputes, is hereby replaced with the June 2008 clause found at [www.gpo.gov/printforms/pdf/contractdisputes.pdf](http://www.gpo.gov/printforms/pdf/contractdisputes.pdf). This June 2008 clause also cancels and supersedes any other disputes language currently included in existing contractual actions.